BACKGROUND: *This instruction sheet provides guidelines for constructing and assigning headings for regions based on geographic features as well as guidelines for establishing headings for named regions.   For guidelines for constructing and assigning free-floating headings for regions based on names of cities, see H 790.   For guidelines for constructing and assigning free-floating headings for regions based on names of rivers, see H 800.*

1. Construction of headings.

> *a. General rule*. Construct free-floating headings for regions based on geographic features, including parks, roads, mines, etc., by adding the term **Region** to the existing heading for the feature.   *Example:*

>> 151 ## $a Caspian Sea

>> 651 #0 $a Caspian Sea Region.

> *Exception:*   Do not construct region headings based on headings for islands, river valleys, watersheds, or extinct cities.

> *b. Headings with parenthetical qualifiers*. If the established heading for the feature has a parenthetical qualifier, add the term **Region** before the qualifier.   If the heading for the feature is established in inverted form, add a comma before the term **Region**. *Examples:*

>> 151 ## $a Rocky Mountain National Park (Colo.)

>> 651 #0 $a Rocky Mountain National Park Region (Colo.)

>> 151 ## $a Saint Helens, Mount (Wash.)

>> 651 #0 $a Saint Helens, Mount, Region (Wash.)

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1. Construction of headings.   *(Continued)*

c. Retaining form of basic heading in constructing the region heading. In order to allow the region heading to file near the heading for the feature in an alphabetical arrangement of headings, make no alterations in the form of the basic heading for the geographic feature when constructing its corresponding region heading.   *Examples:*

```
151 ## $a Hood, Mount (Or.)

651 #0 $a Hood, Mount, Region (Or.)
```
[*not* 651 #0 $a Mount Hood Region (Or.)]

```
151 ## $a Sandia Mountains (N.M.)

651 #0 $a Sandia Mountains Region (N.M.)
```
[*not* 651 #0 $a Sandia Mountain Region (N.M.)]

d. Retaining qualifier of basic heading in constructing the region heading. When constructing the region heading, make no change in the geographic qualification of the basic heading for the feature either to accommodate limited coverage in the work being cataloged, or to account for the fact that the region in question may spread over one or more additional jurisdictions.   For example, use **Sierra Nevada Region (Calif. and Nev.)** even though a specific work is limited to the California portion of the region; use **Tohono O'Odham Indian Reservation Region (Ariz.)** even though the region around the reservation is likely to include a portion of Sonora, Mexico.

If the basic heading includes as part of its qualifier a colon followed by a generic term, for example, **George, Lake (N.Y. : Lake)**, delete the generic term from the qualifier for the region heading.   *Examples*:

Basic heading:	151 ## $a George, Lake (N.Y. : Lake)
Region heading:	651 #0 $a George, Lake, Region (N.Y.)
Basic heading:	151 ## $a Shasta, Mount (Calif. : Mountain)
Region heading:	651 #0 $a Shasta, Mount, Region (Calif.)
Basic heading:	151 ## $a Chignik Lagoon (Alaska : Bay)
Region heading:	651 #0 $a Chignik Lagoon Region (Alaska)

1. Construction of headings. *(Continued)*

> *e*. **Establishing region headings**. Establish region headings of the following types in the normal manner following procedures in H 690:

>> **(1) Regions that are associated with geographic features but well known by alternative name forms.** Add a 451 field from the form that might be constructed based on the feature to prevent its free-floating use. *Examples:*

```
151 ## $a Caribbean Area
451 ## $a Caribbean Sea Region

151 ## $a Mediterranean Region
451 ## $a Mediterranean Sea Region
```

>> **(2) Named regions**. Establish headings for regions that have unique names, for example, **Midlands (England)**; **Innviertel (Austria)**; **Texas Hill Country (Tex.)**. Since these headings represent regions, do not add the free-floating term **Region** to them.   Include the term **Region** or other similar generic terms, such as **Area** or **District**, in the heading only if the region is well-known by that name, for example **Four Corners Region**; **Lake District (England)**.   If it is necessary to resolve a conflict between a named region and a city by the same name, add the term **Region** to the qualifier following a space, colon, space, for example, **Bresse (France : Region)**.   Add no 550 (broader term) fields to authority records for headings for named regions.   Do not add the region heading as a 551 (broader term) field to authority records for headings for geographic features, such as rivers, forests, or parks, that lie within the region.

>> **(3) Comarcas**.   Comarcas are territorial subdivisions of Spain and of certain Latin American countries.   Many are jurisdictional in nature; others are not. Prior to 2008, they were established in the subject authority file as geographic regions. Beginning in 2008, all comarcas are established as name headings regardless of whether they are or are not jurisdictions.

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1. Construction of headings.

e. Establishing region headings.   (Continued)

(4) Regions based on international organizations.   Establish headings for regions based on international organizations where it would be useful to have a geographic heading to cover the member countries and no regional geographic heading that represents the countries exists, for example, **Group of Seven countries**; **Valdivia Group countries**.   Do not establish such headings for countries comprising regional organizations.   Instead assign regional geographic headings and/or subdivisions combined with the heading for the organization itself.   For example, do not establish ASEAN **countries**.   To represent the countries that belong to that organization, assign headings and/or subdivisions for **Southeast Asia**.   Assign as an additional heading the name heading ASEAN.

(5) Regions based on name headings of corporate bodies that are not jurisdictions or on military installations established as geographic headings in the name authority file.   Qualify these headings according to the rules for qualification of geographic subject headings provided in H 810 rather than according to the rules for qualifying the heading for the corporate body itself. *Examples:*

Name heading:	151 ## $a Randolph Air Force Base (Tex.)
Region heading:	651 #0 $a Randolph Air Force Base Region (Tex.)
Name heading:	110 2# $a Idaho National Engineering and Environmental Laboratory
Region heading:	651 #0 $a Idaho National Engineering and Environmental Laboratory Region (Idaho)
Name heading:	110 2# $a National Space Technology Laboratories (U.S.)
Region heading:	651 #0 $a National Space Technology Laboratories Region (Miss.)

Do not establish such headings based on entities that are not geographic in nature and extent.   For example, a building in which a corporate body has its headquarters would not be appropriate for use in formulating a region heading.

1. Construction of headings.

e. Establishing region headings.   (Continued)

(6)   Regions with directional qualifiers.   Establish named region headings of the type **[*name of continent, country, state, province, etc.*], Northern, [Southern, Central, etc.]**   only if the region in question is well-defined and generally recognized by that name in English-language reference sources, for example, **Africa, East**; **Italy, Southern**; **California, Northern**.   Do not establish such headings based on use of the designation in one item.   Provide a scope note defining the extent of the region if such information is available and would be helpful.

2. Assignment of headings.

a. Region vs. feature.

(1) Region.   As a general rule, assign geographic region headings or subdivisions to descriptive works that discuss such topics as the political, historical, economic, or cultural conditions of the region; description and travel within the region; etc.

(2) Feature.   Assign the heading for the physical feature itself to scientific or technical works that discuss the feature from the standpoint of its geography, geology, etc., as well as works on description and travel limited to the feature itself and not including the surrounding area.

b. Region headings as geographic subdivisions. Use region headings as geographic subdivisions directly or indirectly based on the geographic extent of the basic feature, following the instructions in H 830.   Use inverted region headings of the type **[*country, state of the U.S., or province of Canada*], Northern, [Southern, Central, etc.]** directly after topics rather than indirectly through the country, state of the U.S. or province of Canada (cf. H 830, sec. 5.b.).